

## Meeting Room Capacities & Handout Recommendations

The meeting room capacities listed should be used as a guide. The numbers may fluctuate depending on number of speakers and audiovisual equipment required. Please plan to bring handouts. Attendees look forward to handouts at each session.

**Recommended number of handouts** is based on 80% of the room capacity if the room capacity is more than 100; some exceptions apply to rooms that are very large. We have limited the expected number of handouts to 200 on all large rooms. Handouts not distributed may be left at the Program Host table in the registration area.

Room	Capacity (theater seating)	Recommended # of Handouts
103	140	112
105	120	96
107	120	96
109	120	96
111	120	96
113	100	80
102	140	112
104/106	230	184
108	120	96
110	120	96
112	100	80
201	280	200
203	280	200
205	308	200
207	308	200
301	174	139
302	174	139
303	174	139
304	174	139
401	174	139
402	174	139
403	174	139
404	174	139
405	174	139
406	174	139
407	174	139
501	174	139
502	174	139
503	174	139
504	174	139
505	174	139
506	174	139
507	174	139
Mile High Ballroom 1A	180	144

Mile High Ballroom 1B	180	144
Mile High Ballroom 1C	180	144
Mile High Ballroom 1D	180	144
Mile High Ballroom 1E	180	144
Mile High Ballroom 1F	180	144
Mile High Ballroom 2A	260	200
Mile High Ballroom 2B	260	200
Mile High Ballroom 2C	260	200
Mile High Ballroom 3A	260	200
Mile High Ballroom 3B	260	200
Mile High Ballroom 3C	120*	120
Mile High Ballroom 4A	96*	96
Mile High Ballroom 4B	96*	96
Mile High Ballroom 4C	96*	96
Mile High Ballroom 4D	96*	96
Mile High Ballroom 4E	96*	96
Mile High Ballroom 4F	96*	96

**\* Classroom seating**